

**South East Regional Trauma Council
Executive Committee Meeting
Labette County Medical Center
September 18, 2003
2:00 to 3:30**

Minutes

PRESENT: Sonya Culver, D.O., Susan Souders, Susan McDaniel, Tom Pryor, Bruce Birchell, Chris Way, David Cowan, Debbie Baugher, Christi Keating, Rosanne Rutkowski, Kendra Tinsley

Absent: Steven Miller, M.D., Jeanie Beason

Call to Order

Chris Way
Chairperson

Chris Way, Chairperson called the meeting to order. Christi Keating, Director of Emergency Services at Mercy Hospital in Fort Scott was introduced. Her interest and involvement in the regional trauma council was welcomed.

Approval of the minutes from the 21 August 2003 executive committee meeting.

Approval of the minutes from the 21 August 2003 general meeting.

MOTION: Susan Souders moved to approve the minutes from the executive committee meeting as published, with Susan McDaniel seconding the motion. The motion was approved by unanimous voice vote.

MOTION: Susan Souders moved to approve the minutes as published from the general meeting with Tom Pryor seconding the motion. The motion was approved by unanimous voice vote.

Trauma Program Update

Rosanne Rutkowski
KDHE Trauma Program

The Emergency Medical Services Dispatch survey report was completed and results for the SE region were provided with a brief summary of results for the remainder of the state. The state bio-terrorism program staff has expressed an interest in the report. The Board of EMS has a copy of the final report. Funding has been approved for year two. EMD training will most likely be addressed.

KDHE received a cardiovascular risk reduction grant. Prevention and emergency medical issues will be a primary focus and ACLS may be funded. Rosanne will monitor.

The Advisory Council on Trauma convened on August 27. Trauma education was discussed. Rural education remained the priority with an expanded definition of rural to exclude the city limits of Topeka, Wichita, Kansas City, and Lawrence

With regard to the trauma registry, the second quarter data submission was due in August. The SE region's submissions went well. Data completeness reports will be provided soon. The National Trauma Data Bank reporting format will be used to report data to the regions. Statewide trauma registry training will be conducted this fall and will include the final 38 hospitals

Chris provided an update on the RTC statewide executive committees meeting scheduled on October 8 at Wesley Medical Center in Wichita. RTC executive committees from all six regions will convene to network and discuss issues and needs in common and to develop strategies to address those issues. KFMC will pay expenses for lodging and meals. Dr. Harrison has been scheduled to provide a welcome statement and update. Each region will provide regional updates. Breakout sessions will be used to identify issues and to problem solve. All ACT members have been invited to attend the meeting. The EMSC/Trauma conference has been scheduled on October 9 and 10 at the Hyatt in Wichita.

ACT Update: The ACT convened on August 27. Five of the six RTCs presented needs and an associated budget. The ACT approved funds of \$60,000 for the regions. The money will most likely be split evenly among the regions. A sub-committee of the ACT has been established to develop criteria for how the funding should be spent. Six ACT members will sit on the sub-committee. Funding for the regions was used from the hospital verification funds. The KFMC contract will be amended to include the additional regional funding. The committee discussed the need for spine boards. This is an identified need within the SE region and the committee is dedicated to advocating for spine boards. No operational or capital expenses will be funded. It will be important for the funding to tie back to the state trauma plan, regional systems development and the implementation schedule.

The Board of EMS requested \$155,000 from the trauma fund and a decision was not made with respect to the proposal.

Reports from sub-committees

- Education

Susan Souders,
Chairperson

Susan Souders, Chairperson, provided the education update. With regard to ATLS, Dr. Culver and Dr. Miller are not in a position to host the training this Fall. There continues to be a strong interest in an ATLS class this winter in the SE region. A firm commitment from 12 providers is essential to proceed with the course. The RTC made a commitment to the region to host an ATLS course. Brochures will need to be developed and mailed throughout the state. Physicians will be asked to register and pay for the course with their registration. The average cost of an ATLS class is \$10,000 to \$12,000. Requesting the registrants to pay ahead of time will help the facility cover the initial expenses associated with the course. The tuition will be non-refundable. Mercy Hospital-Fort Scott has offered to host the course in January and handle the fiscal aspects of the course. The committee agreed to set a firm date and proceed. Dr. Harrison, as well as, Dr. Culver will provide coordination. Susan Souders will contact Juli Burke at Wesley to set a date and contact Kendra with the information to develop the brochure. Susan will check with Labette County Medical Center about hosting the course. The committee agreed to ask about two dates, January 9 and 16. Kendra will put the brochure together and mail out to the executive committee for approval. Joplin hospitals will be included in the mailing. The brochure will be mailed to the director of emergency departments and the education directors. Chris will provide Kendra with the contacts to mail in Joplin.

- Trauma Triage, Transport, Transfer

Chris Way
Chairperson

Chris Way, Chairperson, stated that the sub-committee did not have a report to present.

- **By-Laws**

David Cowan
Chairperson

David Cowan, Chairperson, provided the report. Kendra reported that staggered terms of office would need to be determined. The committee recommended that Kendra poll the executive committee by email regarding who wants a two-year or three-year term.

Old Business

Chris Way
Chairperson

- ACT (budget update)

See State Trauma Program Update contained in these minutes. Additional information will be available following the regional funding sub-committee meeting in October.

New Business

- **Set 2004 meeting dates**-Meetings will continue on the third Thursday of every odd month, however, the meeting time was changed from 2:00 to 3:30 to **1:00 to 2:30**. The sub-committees will meet following the executive committee rather than prior to executive committee. The November executive committee meeting will begin at 1:00.

- **TNCC Instructor Course:** Neosho Regional Memorial Hospital had planned a TNCC instructor course, however, the course was cancelled for lack of support from the administration. Susan McDaniel has registered two times for the course and conflicts occurred that interfered with her taking the course. Susan McDaniel reported that she would host a TNCC instructor course in Coffeyville provided there was support from the committee. The committee supported coordination of a TNCC instructor course. Susan McDaniel will work with Rosanne to begin the process and contact the appropriate coordinators for information. It was recommended that the requirements for maintaining the TNCC instructor verification and the teaching component of the verification be discussed at the statewide RTC meeting. It has been reported across the state that it is challenging for rural instructors to maintain verifications due to limited opportunities to assist with course instruction. A recommendation from the committee included developing a network among instructors wherein instructor-teaching opportunities were communicated.

- **PALS courses at Mt. Carmel:** Tom Pryor announced that dates for PALS courses would be announced soon. Tom will inform Kendra of the dates in order for the information to be communicated through the trauma website and KRHIS.

Announcements

Rosanne announced the availability of the Public Health Training Network via the web. It is possible that such topics as medical director's training could be taught through this format. Kendra will include Linda Frazier, coordinator of the TRAIN program on a future agenda. Also, Michael Deegan, from the state Traumatic Brain Injury Advisory Board, will be included in a future agenda.

Adjournment

Susan Souders moved for adjournment with Bruce Birchell seconding the motion. The motion was approved by unanimous voice vote.